

WAIVER REQUEST

I. TITLE: Increasing the Dollar Threshold for Congressional Affairs Notification of Contract Awards.

1. What internal rule, regulation, policy, procedure, process, etc. are you requesting to be waived?

The policy/document to be waived is the Office of the Assistant Secretary for Governmental Affairs (I-1) memorandum of October 3, 1995, entitled, Revised Notification Procedures for Grant/Contract Awards and Travel. This document requires DOT contracting staff to notify I-1 of all new contracts of \$1.5 million or more prior to award. This threshold is below the Federal Acquisition Regulation (FAR) threshold, and we request that it be raised to reflect the FAR threshold.

2. What organizational benefit do you expect to accomplish through this waiver?

Increasing the threshold will reduce the time required to award contracts under the FAR threshold by at least three days, as required by I-1's procedures. This change will decrease the administrative costs associated with awarding contracts, and will make DOT's award process more consistent with that of other federal agencies.

3. How long do you want this waiver to be in effect?

This waiver would be effective indefinitely or until a permanent change to the I-1 memorandum (see paragraph 1) is made. To implement this change, the Transportation Acquisition Manual will be modified to reflect the applicability of the FAR threshold to DOT contracts. To assess its effectiveness, M-60 and I-1 will periodically review the results of the waiver.

4. By submission of this form, consultation has been completed with (Check where applicable): X Approving official, Labor union, Legal, Other.

5. Name of Initiator: DOT Procurement Management Council; *Point of Contact:* Lesley Field, *OA:* OST, *Telephone No.* x64960, *has submitted this waiver request on* December 14, 1998.

II. This waiver request has been: ("X" where applicable and complete)

 X Approved by: original signed by Michael Frazier_ on December 22, 1998.

 Recommended for disapproval by on
because:

_____ *Disapproved by* _____ *on* _____ *because:*

DOT 1001 (AUG98)